

Setting the Standard



Join us on September 25, 2018 for the
Georgia Afterschool & Youth Development pre-conference.

ToP® Accelerated Action Planning: Aligning and Motivating Your Team to Successfully Plan Projects

This training provides the process, templates, and tools to quickly organize a group or small team to develop a workable plan to accomplish a specific objective that has been already been approved in concept. Participants learn to energize and align a team toward a common goal in the time it takes to have a regular staff meeting. Includes all the practical details to ensure a successful project.

This process is especially useful for small teams of 4 – 10 members who are planning a project within the next few days, weeks, or months. The process is perfect for planning either a project or an event. Projects should be tangible and specific. This might include an event, a work project, formation of a team, writing a report or developing a grant proposal.

Most useful for projects that are:

- **DOABLE** – Tangible project or event. Possible to do given timeframe and resources.
- **DISCRETE** – Separate and distinct. Can be considered individually.
- **DEFINED** – There's a general understanding of what needs to be done and the desired results.
- **DECIDED** – There's already consensus that this project or event should happen.

Learning Objectives

At the completion of this workshop, participants will be able to:

- a. Lead an accelerated eight-step, action planning process
- b. Use the action planning tool for a small team to quickly develop a high-level plan
- c. Acquire tools to lead a fast and engaging planning session.

Benefits:

- Produces a comprehensive high-level action plan in just two hours.
- Creates a highly motivated team willing to take action.
- Gets a team on board quickly to develop a plan to address an emergency or priority need.
- Motivates the team to embrace the plan.
- Enhances confidence in quickly attaining a successful plan.

Who Should Take this Course: Those who need to work with or lead small groups to create effective organization plans, Community Leaders, Team Leaders, Managers, C-suite Executives, Program Managers, Educators, and Facilitators

Cost: \$325 (includes action planning templates, handouts, and one 30 minute coaching session within six months after the training completion)

Course Length: ½ day (4 hours)

How to Register:

https://icausa.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_254440

Instructor

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Monica Murphy, MPH, CTF, is the owner of Murphy Dynamics, LLC., an Atlanta-based consulting firm that specializes in enhancing the way individuals and groups talk, interact, collaborate, and work together to achieve goals. As a skilled facilitator and trainer, Monica practice is rooted in the Technology of Participation (ToP®) Facilitation Methods developed by the Institute of Cultural Affairs (ICA). These methodologies have been tested and used extensively throughout the world and many organizations and communities. They strengthen

the capacities of individuals, organizations, and communities to build and implement plans for action and engagement.

Ms. Murphy has 10 years of progressive public health experience across federal, state, and local levels and health systems. She has a broad range of expertise across several content areas including chronic disease, maternal and child health, global health, and health equity. She has program design/implementation, evaluation, and managerial experience that has allowed her to work with diverse staff teams and community stakeholders across multiple sectors and levels. She is committed to improving the health outcomes of disparate populations and to changing the systems that perpetuate inequities in access to services and resources, quality of care, and other social determinants of health.

As an ICA Certified Facilitator and Qualified Trainer, Monica has a natural ability to help groups/teams think strategically and engage their hearts and minds to make a difference and create change. She has designed and facilitated effective meetings, led strategic planning efforts, and consulted for businesses, government agencies, and non-profit organizations throughout the Southeast. She has had success in helping organizations garner staff and stakeholder buy-in, think strategically, and move from a reactive approach into a proactive focus on solutions. As a ToP® Trainer, Monica is part of a training team that coordinates and leads trainings in Georgia, South Carolina, North Carolina, Virginia, and Washington, DC.

Monica is a North Carolina native and earned her BS degree in Biology from North Carolina Central University and her Master's of Public Health from the University of North Carolina at Greensboro.

**Are you interested in joining us for the
2018 Georgia Afterschool & Youth Development Conference?**

For more information and to register, please click [here](#).